

LEMON TOWNSHIP TUNKHANNOCK TOWNSHIP
JOINT MUNICIPAL SEWER AUTHORITY

December 5th, 2024
Meeting Minutes

Officers & others present: Chairman Veto Barziloski, Jr., Dave Smith, Samantha Hoover, Doug Smith, consultant, Shaun Fortney, plant operator, Bill Lawrence, Caleb Sheldon, Kilmer Insurance Group, Rebecca Kilmer, secretary

Public Sign-in sheet on file

Chairman Barziloski opened tonight's meeting with the pledge to the Flag.

Following a brief review of minutes, Barziloski moved to accept November minutes as recorded. Hoover noted an error in Smith's motion to consider the use of Zoho accounting program. Kilmer understood and recorded the motion was only to consider the program, Hoover and Smith disputed this understanding and affirmed the motion was to adopt the program for use rather than the billing program Kilmer requested. Kilmer objected and the motion was corrected to reflect Smith's motion. November minutes were not approved and will be reviewed again at January's meeting.

Barziloski asked for public comments and/or questions from the floor. No response.

Financial reports for all accounts were reviewed. Smith motioned to accept financial reports on all bank accounts, Hoover seconded, the motion carried.

A list of invoices was reviewed for approval. Barziloski motioned to pay all invoices in the amount of \$53,963.12 Hoover seconded, the motion carried.

Engineer's Report from Doug was shared and discussed with the Board. A written report of discussed items is attached with these minutes. Note, regarding item #10 - Steve will arrange a meeting between LDG & the Board.

Steve addressed Contract 1A Change order #32 pricing for Board review; he briefly presented LDG Amendment #16 for Board approval, covering expenses through completion of the Pennvest loan. Smith motioned to approve LDG Amendment #16, Hoover seconded, the motion carried.

Caleb Sheldon with Kilmer Insurance Group reviewed the 2025 WWTP renewal policy and specifically discussed the recent claim regarding the Main Plant emergency. All receipts will be submitted for payment. At this time, Servpro has not yet submitted an invoice for their services. Kilmer will forward all receipts for payment as they come in. Hoover motioned to renew our insurance policy with Kilmer Insurance Group for 2025, Smith seconded, the motion carried.

CoStream SCADA quote for 2025 was considered and discussed. Smith motioned to pay for 6 months service for 2025 and then re-evaluate the options, Hoover seconded, the motion carried.

Smith motioned to adjourn, Hoover seconded, motion carried. Adjournment at 8:20 PM.

Rebecca G. Kilmer, secretary

Date